

Executive Board Meeting 14-03
Thursday, June 19, 2014 @ 2:00pm
MSU Boardroom, MUSC room 201

Call to order @ 2:01 pm

Present Brodka, Craig, D'Angela, Gillis, Mallon, Nolan, Osazuwa

Late

Absent Narro Perez, Saull

Others Present J. McGowan (General Manager), V. Scott (Recording Secretary), M. Wooder (SLDC), Robyn Chiborak (Union Market Manager)

1. Adopt Agenda

Moved by Osazuwa, **seconded** by D'Angela that the Executive Board adopt the agenda, as circulated and amended.

Amendment

- Mallon – Add Union Market Capital Request

- Mallon explained that last year \$100,000 was allocated and expended for renovations for Union Market. He stated that shelving behind the counter was never done, so this is to re-allocate and expend money for this project. Mallon apologized for the late notice of adding on to the agenda, but the company emailed today saying they need the deposit by the end of today.

Vote to Adopt Agenda

Passes Unanimously

2. Adopt Minutes

Moved by Craig, **seconded** by Nolan that the Executive Board adopt the minutes from Executive Board meetings 14-01 – May 22, 2014 and 14-02 – June 5, 2014, as circulated and presented.

In Favour: 6 Opposed: 0 Abstentions: 1 (Gillis)
Motion Passes

3. Capital Request

- Wooder went over the memo with the Board. He explained that they were previously borrowing equipment from the previous Communications Office and the PR Office in the University. Wooder went over the quotes with the Board.
- Osazuwa asked what will happen to the old equipment.
- Wooder responded that nothing will happen to it, and explained that depreciation meant that it was paid off over time. This means the MSU will now have a backup camera for the new one.

a) Allocate

Moved by Mallon, **seconded** by D'Angela that the Executive Board approve the allocation up to \$2,900 from the Capital Growth Fund for photography/videography equipment for the Communications Officer and SLDC.

Mallon, D'Angela

Passes Unanimously

b) Expend

Moved by Mallon, **seconded** by D'Angela that the Executive Board approve the expenditure up to \$2,900 from the Capital Growth Fund for photography/videography equipment for the Communications Officer and SLDC.
Mallon, D'Angela

Passes Unanimously

4. Spark Job Descriptions

Moved by Brodka, **seconded** by Osazuwa that the Executive Board approve the following job descriptions for Spark: Sessions Coordinator, Volunteer Coordinator, Team Leader, and Promo Coordinator.

- Brodka explained that these job descriptions were created by the Coordinator and last year's VP Admin. He stated that they are currently in the hiring process as they posted the jobs saying the descriptions were subject to change.

Vote on Motion

In Favour: 6 Opposed: 1 Abstentions: 0
Motion Passes

5. WGEN Pilot Coordinator Job Description

Moved by Brodka, **seconded** by Mallon that the Executive Board approve the job description of the Women and Gender Equity Network Pilot Coordinator.

- Brodka went over the job description with the Board. He explained that Elise Milani, who was on last year's ad-hoc committee, drafted the job description and then he added his own edits to it.
- Nolan asked what Brodka had changed.
- Brodka responded that he added in a line about how experience is an asset but that training can be provided. Also, he changed the wording for some of the terms to keep them in line with other job descriptions.

Vote on Motion

Passes Unanimously

6. Capital Request – Union Market

- Mallon explained that when this was first put in the capital budget, the VP Finance made it an allocation and expenditure at the same time in the meeting. He stated that not all of the \$100,000 was spent, and that the allocation and expenditure for the cabinets are coming back here as it's a new fiscal year.
- D'Angela asked for an update on what has been spent so far on Union Market renovations.
- Mallon responded that he can bring that to the next meeting.

a) Allocate

Moved by Mallon, **seconded** by D'Angela that the Executive Board allocate \$3,039.70 from the Capital Growth Fund for Union Market repairs and shelving.

Passes Unanimously

b) Expend

Moved by Mallon, **seconded** by Osazuwa that the Executive Board expend \$3,039.70 from the Capital Growth Fund for Union Market repairs and shelving.

Passes Unanimously

7. Sponsorship and Donations Committee Recommendations

Moved by Mallon, **seconded** by D'Angela that the Executive Board approve the following recommendations from the Sponsorship & Donations Committee:

- \$100 donation to Jared's Place
 - \$250 donation to Lene Trunjer Petersen
 - \$250 donation to Engineering Student Societies' Council of Ontario
 - \$250 donation to the McMaster Engiqueers
- Mallon stated that the Sponsorship & Donations Committee had their first meeting of the year, and recommended that these requests be filled. He went over the report with the Board.

In Favour: 6 Opposed: 0 Abstentions: 1 (Osazuwa)
Motion Passes

8. Remuneration of WGEN Liaison Discussion

- Brodka explained that he wanted to put this on the agenda to have a quick discussion to see how they tackle this. He stated that it's an opportunity to talk about the position and if it should be paid.
- Mallon stated that David Campbell was the one who suggested a liaison to talk to McMaster as an alternative to WGEN. The ad-hoc committee didn't like this and they preferred having a PTM and liaison.
- Nolan asked if the liaison would be the person trying to find a place for WGEN and be self-sustaining.
- Mallon explained that they would be the middle person between WGEN and the University.
- Brodka stated that they would have to pass a job description for the position first, but part of doing that means possibly assigning a wage. He added that they were tasked by the SRA to investigate the possibly of remuneration for the liaison.
- D'Angela asked if there was a job description.
- Brodka responded that they don't as of yet, but they could bring one to the next meeting.
- Wooder asked what the liaison would be doing that the coordinator won't be.
- Brodka responded that the idea was that the coordinator would handle the programming and events, and the liaison was to have the sole task of networking.
- Craig asked if it would be possible to talk to the person who was the PSL liaison and ask them if they were okay with the position being voluntary.
- Brodka responded that from his conversations from the previous PSL coordinator the meetings weren't frequent. He added that WGEN's mandate is a lot different than PSL's.
- Gillis stated that he doesn't see the issue with making this a paid position. He felt that they shouldn't be relying so much on volunteer work.
- Mallon agreed with Gillis and stated they could make this into a paid position, since this is a pilot they could just run it and if it doesn't work out they could always change it.
- D'Angela disagreed with this, saying if this position gets paid then the rest of executive positions should be. He added that liaison positions aren't regular hours as they don't know when the meetings will be held with University Admin.
- The Board agreed that a job description should be presented first, and brought back to the Board for discussion before being presented to the Finance Committee for a recommendation on wages.

9. Information and Question Period

- Brodka reported that a team was put together by the MSU for the “Walk a Mile in Her Shoes” event. He stated that the YWCA Hamilton hit their goal of \$50,000.
- Wooder reported that the golf tournament was coming up quickly, and felt that it will be a stanford year for generating finances for the Shinerama Campaign and the Child Care Centre.
- Narro Perez reported that the Mental Health Strat meeting was held on June 13, and that over 20 students participated. He announced that the Ancaster-Dundas-Flamborough-Westdale had the highest voter turnout in the Provincial election, and that OUSA will be contacting Ontario Elections to bug them about tracking votes.
- Brodka announced that he and Scott re-vamped the SRA/SWHAT contract so that everyone can be more accountable.

10. Adjournment and Time of Next Meeting**Time of Next Meeting:**

**Thursday, July 3, 2014
2:00 pm
MSU Boardroom, MUSC room 201**

Moved by Mallon, **seconded** by Osazuwa that the meeting be adjourned.

Passes Unanimously

Meeting adjourned @ 2:53 am

/vs